



# Tiwi Islands Shire Council

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## Minutes of Prospective Tiwi Islands Shire Council Meeting (No. 6)

Wednesday 23 April 2008

Education Room, Alice Springs Desert Park, Alice Springs

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- Present:** Des Harris, Shire Manager.
- Secretariat:** Kathy Goed (Minutes).
- In Attendance:** Note: The Shire Managers held a joint meeting. Shire Managers from Barkly (Wayne Hoban); Central Desert and MacDonnell (Andrea Martin); East Arnhem and West Arnhem (David Willing); Roper Gulf and Victoria Daly (John de Koning).
- Guests:** Ian Bodill, Chief Executive Officer East Arnhem Shire;  
Rowan Foley, Chief Executive Officer Central Desert Shire;  
Mark Griffioen, Chief Executive Officer West Arnhem Shire (Teleconference)  
Christine Hart, A/Director Development DLGH&S;  
Philippa Major, Director Corporate and Community Services MacDonnell Shire;  
Bruce Moller, Director Planning Systems and Performance DLGH&S;  
Lynn Moore, Director Corporate and Community Services Barkly Shire (Teleconference)  
Neil Murray, Director Local Government Business DLGH&S;  
Roydon Robertson, Director Corporate and Community Services Central Desert Shire;  
Eve Robinson, Executive Director Local Government DLGH&S;  
Garry Russell, Director Business System Development DLGH&S;  
Nick Scarvelis, former Executive Director Local Government DLGH&S;  
Tony Tapsell, Chief Executive Officer LGANT;  
Wayne Wright, Chief Executive Officer MacDonnell Shire.
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### 6.1. Confirmation of Minutes from Meeting No. 5 of 3 March 2008

Accepted as a true and correct record.

### 6.2. Business Arising from Meeting No. 5 of 3 March 2008

Nil.

### 6.3. Correspondence In

07/03/2008, Jeanette Petrie, Business Management Officer, Australian Government, Darwin Office: Letter notifying of receipt of eSubs for funding of activities 2008/09.

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14/03/2008, Stan Marks Assistant Director, Roads to Recovery, Department of Transport and Regional Services: Letter to Shire Chief Executive Officer from Australian Government regarding the Roads to Recovery Program and payments following 1 July 2008.

25/03/2008, Phil Maynard, Local Government Association of the Northern Territory: Email to Shire Managers advising that the National Procurement Network is going to tender for the provision of street and traffic signs.

04/04/2008, Colin Hall, Director, Deloitte: Letter to Shire Manager regarding development of project plans for the establishment of the Finance and Administration Centre for the East Arnhem and Tiwi Islands Shire Councils.

08/04/2008, Pennie Weedon, NT Strategic Interventions Team, Department of Families, Housing Community Services and Indigenous Affairs: Letter confirming approval of proposals outlined in meeting held on 6 March 2008 regarding the Stanley Tipiloura Oval upgrade and Nguiu Cemetary upgrade.

Noted.

#### **6.4. Correspondence Out**

18/03/2008, Tony Tapsell, Chief Executive Officer, LGANT: Letter to LGANT accepting the offer of Associate Membership for each Shire excluding voting rights at a fee of \$5,000 per shire for the 2007/08 financial year.

20/03/2008, Len Griffiths, Manager Remote Operations South, Power and Water Corporation: Letter written on behalf of all Shires in response to proposal for NT Shire Councils to provide essential service and customer service activities.

04/04/2008, CEOs, All Constituent Councils: Letter regarding auditing process to enable the smooth transition of Councils into Shires.

07/04/2008, Auditors, All Constituent Councils: Letter sent regarding auditing arrangements for the financial year 2007/2008 to enable the smooth transition of Councils into Shires.

08/04/2008, External Accounting Service Providers, All Constituent Councils: Letter sent regarding auditing arrangements for the financial year 2007/2008 to enable the smooth transition of Councils into Shires.

09/04/2008, Council Chairperson, All Constituent Councils: Letter sent regarding the retaining and preservation of current Council memorabilia and historical records. Councils to erect a plaque to commemorate the constituent council and a council member record for posterity.

Noted.

## **6.5. Shire Business for Resolution**

### **6.5.1 Shire Insurance**

Motion: Tender process for insurance be deferred to 1 August 2008 and that TIO be informed of the decision.

Resolution: Passed.

### **6.5.2 Appoint Auditor**

Motion: Agree to appoint the Auditor-General to conduct 2007/08 Shire Audits. Kathy Goed to write on behalf of Shires.

Resolution: Passed.

### **6.5.3 ShiresBiz/ShiresNet**

Motion: Agree that the Shire will be represented at key user training sessions for the business system in Darwin in May 2008.

Resolution: Passed.

### **6.5.4 Council Subsidiary for ShiresBiz/ShiresNet**

Motion 1:

Agree to endorse the draft Constitution for the proposed Council Subsidiary (Territory Shire Councils) for consideration by the Minister subject to the following amendment:

“that LGANT be included at Schedule 1, and amend 9(b) accordingly”.

Resolution: Passed.

Motion 2:

That the name of the proposed Council Subsidiary (Territory Shire Councils) be amended prior to formal adoption of the constitution.

Resolution: Passed.

Motion 3:

Agree that the proposed Council Subsidiary will be the primary provider of ICT and business system services to the Shire.

Resolution: Passed.

### **6.5.5 Finance and Administration Centre Subsidiary**

Motion: East Arnhem, West Arnhem and Tiwi Islands agree that shared Finance and Administration services be primarily arranged through the proposed council subsidiary (Territory Shire Councils).

Resolution: Passed

### 6.5.6 Future Roles of the Local Government Association of the NT (LGANT)

Motion 1:

1. Existing constituent client councils of LGANT and other accounting service providers (with approval of the Shire Manager and confirmed in writing) will extend and pay for service provision and (where necessary) software license fees until the completion of 2007/08 audited annual financial statements.
2. Existing constituent client councils of LGANT and other accounting service providers shall record the estimated liability to complete accounting and audit services for the 2007/08 financial year.
3. If at 30 June 2008, there are insufficient council funds the Department of Local Government, Housing and Sport (DLGH&S) will seek additional funding to cover any shortfall in completing financial service provision and license fees as described at (1).

Resolution: Passed.

Motion 2:

1. From May 2008, LGANT will (by agreement) provide staff to work for the Council Subsidiary (and its preceding interim arrangements via the East Arnhem Shire Council). This will commence as a sub-contracted service by LGANT (at an agreed hourly rate) and progress to LGANT staff being offered positions within the Council Subsidiary.
2. LGANT, DLGH&S and representatives of the Council Subsidiary will agree by 2 May 2008 on the estimated value of the services to be provided by LGANT from May 2008 until December 2008 including:
  - (a) Contracted work to DLGH&S and shires in establishment of new business systems to 30 June 2008;
  - (b) Resolution of existing constituent council 2007/08 financial affairs (perhaps including councils in addition to LGANT's current clients); and
  - (c) Contracted work to the Council Subsidiary from 1 July 2008.
3. Subject to the agreement foreshadowed at (2.), LGANT staff will have ongoing employment, either with LGANT, the Council Subsidiary (located in the current LGANT building) or a shire council, provided that:
  - (a) LGANT staff are willing and able to be trained in new business systems; and
  - (b) LGANT staff are willing and able to be redeployed to alternative administrative roles or locations at same or higher pay and conditions – for example, from an accounts payable role to an electronic records management role

Resolution: Passed

**6.5.7 Industrial Relations Framework**

Motion: Shire Manager to recommend to the CEO that relevant unions be involved in future collective agreements.

Resolution: Passed.

**6.5.8 Shire Establishment Fund**

Motion: Adopt Shire 2007-08 budget as amended.

Resolution: Passed.

**6.5.9 Local Government Accounting Regulation – Prescribed Tender Amount**

Motion: That the option of increasing the lower tender limit to \$100k in the Local Government Accounting Regulations is supported.

Resolution: Passed.

**6.5.10 Shire Business Plan**

Motion: Second draft of Business Plan to be completed by 30 May 2008.

Resolution: Passed.

**6.5.11 Shire Election Planning**

Motion: Shire agrees to work with the NT Electoral Commission and LGANT on an inaugural shire council election plan.

Resolution: Passed.

**6.5.12 Shire Ward Boundaries and Election of Presiding Members**

Motion: That the Ward name and Elected Representation as tabled be endorsed.

Resolution: Passed.

**6.5.13 Community Broadcasting Licenses**

Motion: That the Shire, as required, agrees to be the transferee of community broadcasting licenses from constituent councils from 1 July 2008.

Resolution: Passed.

**6.6. General Business**

Nil.

**6.7. Closure**

Meeting closed at 2.43pm.



Des Harris  
Shire Manager  
3 June 2008